

**CITY OF MIAMI BEACH**  
**Office of the City Manager**  
**Letter to Commission No. 326-2005**



**To:** Mayor David Dermer and  
Members of the City Commission

**Date:** January 5, 2005

**From:** Jorge M. Gonzalez  
City Manager

A handwritten signature in black ink, appearing to read "Jorge".

**Subject: ANALYSIS OF BUDGET TO PRELIMINARY ACTUAL REVENUES AND  
EXPENSES FOR THE YEAR ENDED SEPTEMBER 30, 2004, FOR GENERAL,  
ENTERPRISE, AND INTERNAL SERVICE FUNDS.**

**ANALYSIS**

We are presenting the following analysis to keep the Mayor and Commission informed of the status of the FY 03/04 Budget to preliminary actual revenue and expenses for the year ended September 30, 2004. The year-end budget to preliminary actual comparisons for General, Enterprise, and Internal Service Funds are presented in the following pages. It shows that overall, there will be an operating budget surplus of \$1,298,386 (less than 1%) in the General Fund which will be used to fund the 11% General Fund Reserve.

It must be noted that this actual is preliminary in nature due to the fact that the City's financial records will not be closed until after the external auditors complete their review. Historically, this occurs in April, with the City's Comprehensive Annual Financial Report (CAFR) For the Year Ended September 30, 2004, available in May of 2005.

**I. GENERAL FUND OVERVIEW**

At this writing, operating revenues received from all sources by the General Fund total \$154,960,505, which is \$2,598,069 more than the adopted budget of \$152,362,436. Operating expenditures incurred by all departments in the General Fund total \$153,662,119, which is \$1,299,683 more than the adopted budget of \$152,362,436. Summing the revenue surplus of \$2,598,069 and the overexpenditures of \$1,299,683 equals a budget surplus of \$1,298,386 (including open encumbrances of \$1,532,056).

A summary of preliminary General Fund Revenues and Expenditures as of September 30, 2004 follows:

	Budget FY 03/04	Prelim Actual/Enc as of 12/17	Budget/Actual Over/(Under)
General Fund Revenues	\$ 152,362,436	\$ 154,960,505	\$ 2,598,069
Expenditures	152,362,436	153,662,119	1,299,683
Surplus/(Deficit) \$	0	\$ 1,298,386	\$ 1,298,386

**Note: \* Includes current year encumbrances totaling \$1,532,056.**

For a detail of General Fund Revenues and Expenditures by category and classification, see "Attachment A". Detailed comments on those revenue and expenditure categories with significant variance are shown below.

### **General Fund Operating Revenues**

As of September 30, 2004, revenues collected of \$154,960,505 represent a surplus of \$2,598,069 or 2%.

1. **Ad Valorem Property Taxes** – Year-end collections of \$68,872,936 are \$622,202 or 1% over the budget creating a surplus of \$622,202.
2. **Other Taxes** – This category includes franchise and utility taxes on services which are sensitive to local economic indicators. Based on actual collections of \$20,068,846 a surplus of \$625,796 or 3% resulted at year-end. This was due to an increase in revenues from taxes on electricity.
3. **Licenses and Permits** – This category includes licenses and building and special use permits. Based on actual collections of \$13,092,903, a surplus of \$2,088,998 or 19% resulted at year-end. This is primarily due to higher than anticipated revenues from occupational licenses, certificates of use and certificates of occupancy.
4. **Intergovernmental** – This category includes state-shared revenues such as cigarette, gas, and sales taxes. Based on actual collections of \$11,363,545, a shortfall of \$100,455 or 1% resulted at year-end. This is mainly due to a decrease in local option gas tax revenue collections.
5. **Charges for Services** - This category includes admissions at recreational centers and facilities, and fees for fire rescue services. Based on actual collections of \$5,455,965, a shortfall of \$ 470,940 or 8% resulted at year-end. This is mainly due to a decrease in fire rescue revenues and lower than expected revenues from park sponsorships.
6. **Fines and Forfeits** – This category includes traffic citations, and code and fire violation fines. Based on actual collections of \$1,699,537, a shortage of \$59,140 or 4% resulted at year-end. This is due to a decrease in fire and code enforcement violation revenues. Anticipated revenues from traffic ticket surcharges and police cost recovery are pending final resolution with the County.
7. **Interest** – This category includes interest income from City investments. Based on actual collections of \$2,159,747, a shortage of \$640,253 or 23% resulted at year-end. This is primarily due to lower than anticipated interest rates during the first half of the fiscal year.
8. **Rents and Leases** – This category includes rents and leases on City-owned facilities such as South Pointe Park Restaurant, Old City Hall, and others. Based on actual collections of \$2,444,766, a shortage of \$32,619 or 1% resulted at year-end. This is primarily due to lower than anticipated revenues from various facilities.

9. **Miscellaneous** –This category includes concessions, planning fees, and other reimbursements. Based on actual collections of \$5,916,663, a shortage of \$163,711 or 3% resulted at year-end. This is due primarily to lower than expected revenues from construction management charges to capital projects.
10. **Other** – This category includes interfund transfers from Internal Service and Enterprise Funds to reimburse the General Fund for general and administrative services provided. For the first time in several years, rates were raised by 5.8% to match the growth in fiscal year 2004 General Fund expenses. This created a surplus of less than 2% or \$402,004.
11. **Fund Balance** – This category includes reappropriation of prior year encumbrances totaling \$326,187.

### **General Fund Operating Expenditures**

As of September 30, 2004, actual expenditures of \$154,634,318 were 1% over budget or \$1,299,683. Significant variances to budget by General Fund department are discussed below.

<b>1.</b>	<b>Building</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$4,568,255	\$4,976,329	\$408,074

This department is expected to spend 9% over its budget and generate a year-end deficit of \$408,074. This is due primarily to additional staffing approved at mid-year to meet the growing service demands of the construction industry as well as computer system enhancements to improve customer service. These costs were offset primarily from the Building Training/Capital account as well as higher than anticipated revenues from permits.

<b>2.</b>	<b>Capital Improvement Program</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$2,276,274	\$1,967,267	(\$309,007)

This department is expected to expend 86% of its budget and generate a year-end surplus of \$309,007 due primarily to unfilled vacant positions.

<b>3.</b>	<b>Citywide Accounts</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$7,565,251	\$9,220,411	\$1,655,160

The Citywide Accounts are expected to expend 22% over their budget and generate a year-end shortfall of \$1,655,160. This is due primarily to a mid-year appropriation of \$2,000,000 for the purchase of library books for the new regional library located on Miami Beach which was offset by lower expenses for other citywide accounts.

<b>4.</b>	<b>Fire</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$33,746,998	\$34,039,416	\$292,418

The totals for this department reflect the incorporation of the Ocean Rescue Division during mid-year (formerly Beach Patrol Division of Parks and Recreation Department). This department is projected to spend less than 1% over its budget and generate a year-end deficit of \$292,418. This is primarily due to higher than anticipated cash buyouts of unused sick leave balances as well as overtime usage.

<b>5.</b>	<b>Neighborhood Services</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$3,053,844	\$2,899,180	(\$154,664)

The Neighborhood Services Department is expected to spend 95% of its budget and generate a year-end surplus of \$154,664 due primarily to vacant positions.

<b>6.</b>	<b>Parks and Recreation</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$19,561,995	\$19,693,247	\$131,252

The Parks and Recreation Department is expected to spend 1% over its budget and generate a year-end shortfall of \$131,252 due primarily to prior year encumbrances that are pending reappropriation.

<b>7.</b>	<b>Public Works</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$5,698,044	\$5,166,356	(\$531,688)

The Public Works Department is expected to spend 91% of its budget and generate a year-end surplus of \$531,688 due primarily to vacant positions.

<b>8.</b>	<b>Tourism &amp; Cultural Development</b>		
	Budget	Prelim Actual/Enc*	Budget/Actual
	FY 03/04	as of 12/17/04	Over/(Under)
	\$674,329	\$537,179	(\$137,150)

This department is expected to spend 80% of its budget and generate a year-end surplus of \$137,150 due primarily to a vacant publicist position.

**Note: \* Includes encumbrances.**

## II. ENTERPRISE FUNDS

The City accounts for proprietary operations in Enterprise Funds. Convention Center, Parking, Sanitation, Sewer, Stormwater, and Water are included within this grouping. Based upon our review, all funds operated within budget or at a significant surplus. For a detail of Enterprise Fund Revenues and Expenses by department, see "Attachment B."

## III. INTERNAL SERVICE FUNDS

The City accounts for those goods and services provided by one department to other departments citywide on a cost reimbursement basis. Central Services, Fleet Management, Information Technology, Property Management, and Risk Management (Self Insurance) are included in this grouping. Based upon our review, all funds operated within budget. For a detail of Internal Service Fund Revenues and Expenses by department, see "Attachment C."

## CONCLUSION

This analysis of preliminary operating revenues and expenses for General, Enterprise, and Internal Funds for the year ended September 30, 2004, is presented as part of our on-going efforts to keep the Commission informed of the status of the FY 03/04 Budget.

JMG/KGB/JC 

Attachments A-C

RECEIVED  
04 JAN - 6 AM 10:30  
CITY CLERK'S OFFICE

# ATTACHMENT A

## FY 2003/04 General Fund Operating Summary

	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
Ad Valorem Taxes	\$ 68,250,734	\$ 68,872,936	\$ 622,202
Other Taxes	19,443,050	20,068,846	625,796
Licenses and Permits	11,003,905	13,092,903	2,088,998
Intergovernmental	11,464,000	11,363,545	(100,455)
Charges for Services	5,925,965	5,455,025	(470,940)
Fines and Forfeits	1,758,677	1,699,537	(59,140)
Interest	2,800,000	2,159,747	(640,253)
Rents and Leases	2,477,385	2,444,766	(32,619)
Miscellaneous	6,080,374	5,916,663	(163,711)
Other - Resort Tax contribution	16,318,450	16,318,450	0
Other - Non Operating revenues	6,839,896	7,241,900	402,004
Other - Fund Balance	0	326,187	326,187
<b>TOTAL REVENUES</b>	<b>\$ 152,362,436</b>	<b>\$ 154,960,505</b>	<b>\$ 2,598,069</b>
<b>EXPENDITURES</b>			
Mayor and Commission	\$ 1,164,053	\$ 1,149,256	\$ (14,797)
City Manager	1,837,838	1,821,698	(16,140)
Communications	234,928	153,263	(81,665)
City Clerk	1,364,398	1,401,666	37,268
Finance	3,249,728	3,307,341	57,613
Office of Budget & Perf.Improve.	1,292,264	1,283,929	(8,335)
Human Resources	1,372,406	1,402,210	29,804
Labor Relations	161,247	161,247	0
Procurement	676,106	663,698	(12,408)
City Attorney	3,095,528	3,160,818	65,290
Economic Development	836,400	875,164	38,764
Building	4,568,255	4,976,329	408,074
Planning	2,287,154	2,212,636	(74,518)
Tourism & Cultural Development	674,329	537,179	(137,150)
Bass Museum of Art	1,140,450	1,120,116	(20,334)
Neighborhood Services	3,053,844	2,899,180	(154,664)
Parks and Recreation	19,561,995	19,693,247	131,252
Public Works	5,698,044	5,166,356	(531,688)
Capital Improvement Program	2,276,274	1,967,267	(309,007)
Fire	33,746,998	34,039,416	292,418
Police	56,504,946	56,449,692	(55,254)
Citywide Accounts	7,565,251	9,220,411	1,655,160
<b>TOTAL EXPENDITURES</b>	<b>\$ 152,362,436</b>	<b>\$ 153,662,119</b>	<b>\$ 1,299,683</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>\$ 0</b>	<b>\$ 1,298,386</b>	<b>\$ 1,298,386</b>

**ATTACHMENT B**

**FY 2003/04 Enterprise Fund Operating Summary**

<b>CONVENTION CENTER/TOPA</b>	<b>Adopted FY 2003/04</b>	<b>Prelim Actual/Enc 03/04 (as of 12/17)</b>	<b>Variance Over/(Under)</b>
<b>REVENUES</b>			
<b>CHARGES FOR SERVICES</b>			
Rents and Leases	\$ 4,896,517	\$ 4,535,642	\$ (360,875)
Concessions	1,080,611	1,446,036	365,425
Telephones	382,050	294,617	(87,433)
Electrical Income	1,049,692	868,550	(181,142)
Services	514,602	335,336	(179,266)
Miscellaneous and Other	452,731	505,393	52,662
Subtotal	\$ 8,376,203	\$ 7,985,574	\$ (390,629)
<b>OTHER</b>			
Convention Development Tax	\$ 2,660,000	\$ 2,660,000	\$ 0
Interest Earnings	48,850	34,712	(14,138)
Retained Earnings	3,075,000	3,291,110	216,110
Subtotal	\$ 5,783,850	\$ 5,985,822	\$ 201,972
<b>TOTAL REVENUES</b>	<b>\$ 14,160,053</b>	<b>\$ 13,971,396</b>	<b>\$ (188,657)</b>
<b>EXPENSES</b>			
<b>Payroll and Fringes</b>	<b>\$ 3,994,808</b>	<b>\$ 4,506,791</b>	<b>\$ 511,983</b>
Operating	5,236,245	4,474,664	(761,581)
Electricity	1,154,000	1,174,341	20,341
Management Fees to GF	700,000	740,600	40,600
Depreciation	3,075,000	3,075,000	0
Capital	0	0	0
<b>TOTAL EXPENSES</b>	<b>\$ 14,160,053</b>	<b>\$ 13,971,396</b>	<b>\$ (188,657)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

## FY 2003/04 Enterprise Fund Operating Summary

<b>PARKING</b>	<b>Adopted FY 2003/04</b>	<b>Prelim Actual/Enc 03/04 (as of 12/17)</b>	<b>Variance Over/(Under)</b>
<b>REVENUES</b>			
<b>CHARGES FOR SERVICES</b>			
Meters	\$ 9,875,046	\$ 10,724,488	\$ 849,442
Parking Citations	3,000,000	3,411,426	411,426
Attended Parking	1,635,896	1,859,160	223,264
Permits	625,000	935,719	310,719
Preferred Lot	519,932	586,233	66,301
Garages	3,725,053	3,979,978	254,925
Space Rental	266,584	257,152	(9,432)
Valet	410,000	434,002	24,002
Towing Fees	120,000	161,594	41,594
Subtotal	\$ 20,177,511	\$ 22,349,752	\$ 2,172,241
<b>OTHER</b>			
Interest Earnings	\$ 340,000	\$ 270,000	\$ (70,000)
Miscellaneous	197,990	111,359	(86,631)
Subtotal	\$ 537,990	\$ 381,359	\$ (156,631)
<b>TOTAL REVENUES</b>	<b>\$ 20,715,501</b>	<b>\$ 22,731,111</b>	<b>\$ 2,015,610</b>
<b>EXPENSES</b>			
Payroll & Fringes	\$ 5,553,532	\$ 5,206,368	\$ (347,164)
Operating	7,033,787	6,554,300	(479,487)
Management Fees to GF	2,300,000	2,433,400	133,400
Depreciation	1,633,409	1,633,409	0
Contributions to Electrowave/Transp.	1,794,667	1,650,000	(144,667)
Debt Service	2,186,106	2,186,106	0
Capital	214,000	208,434	(5,566)
<b>TOTAL EXPENSES</b>	<b>\$ 20,715,501</b>	<b>\$ 19,872,017</b>	<b>\$ (843,484)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 2,859,094</b>	<b>\$ 2,859,094</b>



## FY 2003/04 Enterprise Fund Operating Summary

<b>SANITATION</b>	<b>Adopted FY 2003/04</b>	<b>Prelim Actual/Enc 03/04 (as of 12/17)</b>	<b>Variance Over/(Under)</b>
<b>REVENUES</b>			
<b>CHARGES FOR SERVICES</b>			
Sanitation Fees	\$ 2,821,444	\$ 2,696,933	\$ (124,511)
Franchise Tax-Waste Contractors	1,799,038	1,929,123	130,085
Franchise Tax-Right of Way	253,833	248,525	(5,308)
Trash Removal	21,500	32,340	10,840
Roll Off	318,000	452,177	134,177
Impact Fee-Construction	600,000	670,341	70,341
Impact Fee-Commercial	719,188	620,321	(98,867)
Violations/Fines	75,000	36,277	(38,723)
Subtotal	\$ 6,608,003	\$ 6,686,037	\$ 78,034
<b>OTHER</b>			
Interest Earnings/Other	\$ 30,000	\$ 26,946	\$ (3,054)
Retained Earnings	36,000	0	(36,000)
Stormwater Fund Contribution	381,542	381,542	0
Subtotal	\$ 447,542	\$ 408,488	\$ (39,054)
<b>TOTAL REVENUES</b>	<b>\$ 7,055,545</b>	<b>\$ 7,094,525</b>	<b>\$ 38,980</b>
<b>EXPENSES</b>			
<b>Payroll &amp; Fringes</b>	<b>\$ 3,403,418</b>	<b>\$ 3,043,284</b>	<b>\$ (360,134)</b>
Operating	1,186,357	1,506,664	320,307
Garbage Contracts	1,780,220	1,565,274	(214,946)
Management Fees to GF	250,000	264,500	14,500
Depreciation	195,378	213,485	18,107
Debt Service - Loan Program	204,172	204,172	0
Capital	36,000	73,458	37,458
<b>TOTAL EXPENSES</b>	<b>\$ 7,055,545</b>	<b>\$ 6,870,837</b>	<b>\$ (184,708)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 223,688</b>	<b>\$ 223,688</b>

## FY 2003/04 Enterprise Fund Operating Summary

SEWER OPERATIONS	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
<b>CHARGES FOR SERVICES</b>			
Sewer User Fees	\$ 23,825,000	\$ 23,987,427	\$ 162,427
Sewer Connection Fees	65,000	114,194	49,194
Sewer Fees-Cities	3,080,000	2,085,369	(994,631)
Subtotal	\$ 26,970,000	\$ 26,186,990	\$ (783,010)
<b>OTHER</b>			
Interest Earnings	\$ 95,000	\$ 40,547	\$ (54,453)
Miscellaneous	530,000	637,725	107,725
Retained Earnings	1,099,036	292,851	(806,185)
Subtotal	\$ 1,724,036	\$ 971,123	\$ (752,913)
<b>TOTAL REVENUES</b>	\$ 28,694,036	\$ 27,158,113	\$ (1,535,923)
<b>EXPENSES</b>			
Payroll & Fringes	\$ 1,666,193	\$ 1,804,190	\$ 137,997
Operating	2,506,889	2,162,073	(344,816)
Sewer Treatment	15,300,000	13,609,000	(1,691,000)
Management Fees to GF	1,312,814	1,388,957	76,143
DERM Fee	1,747,500	1,749,122	1,622
Depreciation	1,080,000	971,541	(108,459)
Debt Service	4,489,640	4,489,640	0
Capital	591,000	292,851	(298,149)
<b>TOTAL EXPENSES</b>	\$ 28,694,036	\$ 26,467,374	\$ (2,226,662)
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	\$ 0	\$ 690,739	\$ 690,739

## FY 2003/04 Enterprise Fund Operating Summary

<b>STORMWATER</b>	<b>Adopted FY 2003/04</b>	<b>Prelim Actual/Enc 03/04 (as of 12/17)</b>	<b>Variance Over/(Under)</b>
<b>REVENUES</b>			
Stormwater Fees	\$ 7,730,000	\$ 7,850,000	\$ 120,000
Interest Earnings	60,000	55,000	(5,000)
Other	115,000	15,000	(100,000)
<b>TOTAL REVENUES</b>	<b>\$ 7,905,000</b>	<b>\$ 7,920,000</b>	<b>\$ 15,000</b>
<b>EXPENSES</b>			
Payroll & Fringes	\$ 1,003,205	\$ 971,360	\$ (31,845)
Operating	796,390	800,511	4,121
Reserves	946,863	15,591	(931,272)
Contribution Sanitation	381,542	381,542	0
Management Fees to GF	250,000	264,500	14,500
Depreciation	130,000	77,704	(52,296)
Debt Service	3,575,000	3,571,696	(3,304)
Capital	822,000	705,338	(116,662)
<b>TOTAL EXPENSES</b>	<b>\$ 7,905,000</b>	<b>\$ 6,788,242</b>	<b>\$ (1,116,758)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 1,131,758</b>	<b>\$ 1,131,758</b>

## FY 2003/04 Enterprise Fund Operating Summary

<b>WATER OPERATIONS</b>	<b>Adopted FY 2003/04</b>	<b>Prelim Actual/Enc 03/04 (as of 12/17)</b>	<b>Variance Over/(Under)</b>
<b>REVENUES</b>			
<b>CHARGES FOR SERVICES</b>			
Water Sales	\$ 17,590,000	\$ 20,273,046	\$ 2,683,046
Firelines	125,000	100,855	(24,145)
Water Connection Fees	5,000	977	(4,023)
Water Tapping	200,000	211,686	11,686
Subtotal	\$ 17,920,000	\$ 20,586,564	\$ 2,666,564
<b>OTHER</b>			
Interest Earnings	\$ 32,000	\$ 13,653	\$ (18,347)
Miscellaneous	500,000	604,764	104,764
Retained Earnings	703,070	703,070	0
Subtotal	\$ 1,235,070	\$ 1,321,487	\$ 86,417
<b>TOTAL REVENUES</b>	<b>\$ 19,155,070</b>	<b>\$ 21,908,051</b>	<b>\$ 2,752,981</b>
<b>EXPENSES</b>			
Payroll & Fringes	\$ 2,950,162	\$ 2,933,319	\$ (16,843)
Operating	2,364,396	2,460,883	96,487
Water Purchase	5,760,000	6,584,120	824,120
Management Fees to GF	1,582,082	1,673,843	91,761
DERM Fee	1,290,000	1,290,000	0
Depreciation	660,000	660,000	0
Debt Service	3,310,360	3,310,360	0
Capital	1,238,070	946,772	(291,298)
<b>TOTAL EXPENSES</b>	<b>\$ 19,155,070</b>	<b>\$ 19,859,297</b>	<b>\$ 704,227</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 2,048,754</b>	<b>\$ 2,048,754</b>

# ATTACHMENT C

## FY 2003/04 Internal Service Funds Operating Summary

CENTRAL SERVICES	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
Inter-departmental Charges	\$ 735,503	\$ 781,007	\$ 45,504
Interest	2,500	1,433	(1,067)
Retained Earnings	0	0	0
<b>TOTAL REVENUES</b>	<b>\$ 738,003</b>	<b>\$ 782,440</b>	<b>\$ 44,437</b>
<b>EXPENSES</b>			
Payroll & Fringes	\$ 267,546	\$ 282,031	\$ 14,485
Operating	302,153	271,243	(30,910)
Postage	162,160	157,157	(5,003)
Depreciation	6,144	3,092	(3,052)
Capital	0	0	0
<b>TOTAL EXPENSES</b>	<b>\$ 738,003</b>	<b>\$ 713,523</b>	<b>\$ (24,480)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 68,917</b>	<b>\$ 68,917</b>

## FY 2003/04 Internal Service Funds Operating Summary

FLEET MANAGEMENT	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
Inter-departmental Charges	\$ 4,840,444	\$ 5,229,724	\$ 389,280
Sale of City Property	220,000	253,302	33,302
Other	38,321	7,087	(31,234)
Interest	110,000	79,758	(30,242)
Motor Fuel Tax Refund	85,000	65,502	(19,498)
Retained Earnings	72,500	35,840	(36,660)
<b>TOTAL REVENUES</b>	<b>\$ 5,366,265</b>	<b>\$ 5,671,213</b>	<b>\$ 304,948</b>
<b>EXPENSES</b>			
Payroll & Fringes	\$ 1,225,769	\$ 1,052,187	\$ (173,582)
Operating	1,753,041	1,616,901	(136,140)
Fuel	1,053,800	1,209,984	156,184
Depreciation	721,436	721,436	0
Debt Service	539,719	960,866	421,147
Capital	72,500	35,840	(36,660)
<b>TOTAL EXPENSES</b>	<b>\$5,366,265</b>	<b>\$5,597,214</b>	<b>\$230,949</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 73,999</b>	<b>\$ 73,999</b>

## FY 2003/04 Internal Service Funds Operating Summary

INFORMATION TECHNOLOGY	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
Inter-departmental Charges	\$ 8,390,795	\$ 7,694,089	\$ (696,706)
Other/Interest	80,000	27,595	(52,405)
Retained Earnings	2,533,000	1,545,373	(987,627)
<b>TOTAL REVENUES</b>	\$ 11,003,795	\$ 9,267,057	\$ (1,736,738)
<b>EXPENSES</b>			
Payroll & Fringes	\$ 3,174,348	\$ 2,965,658	\$ (208,690)
Operating	2,579,997	2,352,577	(227,420)
Telephone	999,300	862,164	(137,136)
Depreciation	1,527,150	780,976	(746,174)
Debt Service	190,000	42,290	(147,710)
Capital	2,533,000	1,545,373	(987,627)
<b>TOTAL EXPENSES</b>	\$ 11,003,795	\$ 8,549,038	\$ (2,454,757)
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	\$ 0	\$ 718,019	\$ 718,019

## FY 2003/04 Internal Service Funds Operating Summary

PROPERTY MANAGEMENT	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
Inter-departmental Charges	\$ 6,025,213	\$ 6,399,438	\$ 374,225
Other/Interest	11,000	2,718	(8,282)
Construction Projects	634,737	338,181	(296,556)
Retained Earnings	15,000	13,635	(1,365)
<b>TOTAL REVENUES</b>	<b>\$ 6,685,950</b>	<b>\$ 6,753,972</b>	<b>\$ 68,022</b>
<b>EXPENSES</b>			
Payroll & Fringes	\$ 3,153,682	\$ 3,111,798	\$ (41,884)
Operating	3,330,768	3,181,367	(149,401)
Depreciation	185,000	231,301	46,301
Capital	16,500	13,635	(2,865)
<b>TOTAL EXPENSES</b>	<b>\$ 6,685,950</b>	<b>\$ 6,538,101</b>	<b>\$ (147,849)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 215,871</b>	<b>\$ 215,871</b>



## FY 2003/04 Internal Service Funds Operating Summary

RISK MANAGEMENT	Adopted FY 2003/04	Prelim Actual/Enc 03/04 (as of 12/17)	Variance Over/(Under)
<b>REVENUES</b>			
Inter-departmental Charges	\$ 13,022,455	\$ 13,082,731	\$ 60,276
Other/Interest	100,000	80,962	(19,038)
Retained Earnings	979,000	0	(979,000)
<b>TOTAL REVENUES</b>	<b>\$ 14,101,455</b>	<b>\$ 13,163,693</b>	<b>\$ (937,762)</b>
<b>EXPENSES</b>			
Operating	\$ 501,949	\$ 524,755	\$ 22,806
Administrative Fees	637,506	637,506	0
Non-Operating	12,962,000	11,840,884	(1,121,116)
<b>TOTAL EXPENSES</b>	<b>\$ 14,101,455</b>	<b>\$ 13,003,145</b>	<b>\$ (1,098,310)</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENSES</b>	<b>\$ 0</b>	<b>\$ 160,548</b>	<b>\$ 160,548</b>